

# SIKKIM

## GOVERNMENT



## GAZETTE

### EXTRAORDINARY PUBLISHED BY AUTHORITY

Gangtok

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No. 426

#### GOVERNMENT OF SIKKIM TRANSPORT DEPARTMENT (SNT DIVISION)

No. 4/ADM./SNT/T

DATED: 16.10.2009

#### NOTIFICATION

In pursuance of Notification No. 62/Home/2009 dated 04.06.2009, the Task Force Committee for the SNT Division, Transport Department is hereby constituted comprising of the following officers with immediate effect.

- |   |                    |
|---|--------------------|
| 1. Shri SD Basi, IAS, Pr. Secretary           | - Chairman         |
| 2. Shri MK Sharma, Addl. Dir. (Fin.), SNT     | - Member           |
| 3. Shri Dukpa Sherpa, DGM (Stores), SNT       | - Member           |
| 4. Shri Saran Basnett, Jt. Dir. (Accts), FRED | - Member           |
| 5. Ms. Selina Lepcha, JS-I, DPER&NECAD        | - Member           |
| 6. Shri G Lachungpa, Addl. GM, SNT, Jalipool  | - Member Secretary |

#### The terms of reference of the Task Force shall be as follows:-

- a) To examine the present procedure for the purchase of stock materials and non-stock materials which may include furniture, vehicles, computers, etc. and explore the possibility of strengthening the same.
- b) To examine the present procedure for the book keeping of stock/non-stock materials and explore the possibility of strengthening the same.
- c) To examine the present procedure for physical verification of stock materials and explore the possibility of strengthening the same.
- d) To examine the present system of posting of **Store-In-charge** and explore the possibility of posting of **Store-In-charge** for a fixed term.
- e) Periodical reconciliation of accounts with the Supplier/STCS for payment released against supply order and actual materials received.
- f) To examine stock materials lying unused and explore possibility for disposing of the same.
- g) Allotment and entitlement of vehicle to officers in the department and its maintenance.
- h) Replacement and dispose of old vehicles.
- i) Any other matter members may like to take up.

The Task Force shall submit its report to the Government.

By order

SD Basi, IAS  
Pr. Secretary to the Govt. of Sikkim  
Transport Department.